

## FAMILY / GROUP CHILD CARE HOME REVISIONS TO THE PROPOSED REPORT CARD AND RATED LICENSING RULES

In response to the public comments received regarding the proposed report card and rated licensing rules, the Department has made several revisions to the proposed rules. Public comments were gathered during informational meetings/presentations and seven public hearings held across the state. The major changes are highlighted in yellow on the following component areas. Below is some additional information about the highlighted changes and changes that may not be directly reflected in the component areas:

### Changes that impact both family / group child care homes and child care centers:

- ☐ The percentage of teaching staff required to have a professional development plan will only apply to teaching staff that have been employed by the agency for at least one hundred and twenty (120) days.
- ☐ The Early Learning component was changed to Developmental Learning and now includes sections for the Tennessee Early Learning Developmental Standards (for programs serving children zero to sixty months), and for School-age Developmental Learning Standards (for programs serving children older than sixty months).
  - ☐ Three (3) hours of training on the appropriate developmental learning standards will be required for a percentage of all teaching staff, including the primary caregiver, who have been employed at least one hundred twenty (120) days.
  - ☐ After the initial training, three (3) hours of appropriate training to satisfy the requirements of the Developmental Learning component must be completed once every three (3) years.
  - ☐ Substitutes who have acted as caregivers less than two hundred (200) hours in the previous calendar year shall be exempt from this requirement.
  - ☐ The following definition for School-age Developmental Learning Standards was added to the rules: "Standards which document the continuum of developmental milestones for school-age children based on the research about the processes, sequences, and long term consequences of learning and development."
- ☐ In several instances the words "hold" or "holding" were changed to "offer" or "offering" in the Parent / Family Involvement components.
- ☐ A handful of reference inaccuracies were corrected in the proposed rules.

### Changes that impact family & group child care homes:

- ☐ The requirement to have a parent involvement committee was eliminated from the Parent / Family Involvement component.

- ❑ Implementation of two provisions in the one and two star level and one provision in the three star level of the Parent / Family Involvement component was delayed until January 2010.
- ❑ The word “director” was changed to “administrator” in the Parent / Family Involvement Component.
- ❑ The frequency error regarding the required written communication in the two and three star levels of the Parent / Family Involvement component was corrected as follows: Two Star Level - “quarterly” was changed to “every two months” Three Star Level - “quarterly” was changed to “monthly”

#### Additional General Comments:

- ❑ The Department will provide training and support regarding the use of the Professional Development Form through TECTA, TOPSTAR, CCR&R and Licensing.
- ❑ Where appropriate, the department will collaborate with TOPSTAR, TECTA, CCR&R and other partner organizations to develop standard forms for provider use if they so choose and to develop strategies for integrating necessary paperwork into provider workflow.
- ❑ The Department will be offering PSAM grants to providers who meet eligibility requirements, including caring for children on the certificate program.
- ❑ The Department will work with TECTA to explore online learning options for the Early Childhood Technical Certificate.

The Department is open to exploring an option to have three star providers mentor zero and one star providers.

### THE FOLLOWING PAGES CONTAIN THE PROPOSED FAMILY & GROUP HOME COMPONENTS

Black = Original Wording Unchanged   Red Text = New Item   Blue Text = Reworded or Slightly Modified Item   Green = Moved Item

YELLOW HIGHLIGHTS INDICATE THE FURTHER REVISIONS  
TO THE PROPOSED RULES THAT RESULTED FROM THE PUBLIC COMMENTS

## FAMILY & GROUP HOMES

## PROFESSIONAL DEVELOPMENT

Red Text = New Item

Blue Text = Reworded or Slightly Modified Item

Complies with Licensing Regulations	One Star Rating	Two Star Rating	Three Star Rating
<ul style="list-style-type: none"> <li>❑ All Caregivers - 2 hours of in-service training, training in detection, reporting and prevention of child abuse.</li> <li>❑ Family Home: Primary Caregiver - 4 hours of in-service training.</li> <li>❑ Group Home: Primary Caregiver - 8 hours of in-service training.</li> </ul>	<ul style="list-style-type: none"> <li>❑ Primary caregivers and administrators, shall have a professional development plan and training hours that support the goals of the plan.</li> <li>❑ The primary caregiver shall have thirty (30) hours of family child care training, or documented enrollment therein through TECTA, a Tennessee Technology Center, National Association for Family Child Care Foundation accreditation training, or other training as approved by the Department.</li> <li>❑ Each year after the foregoing thirty (30) hours of training are completed, the primary caregiver shall complete ten (10) hours of annual training above the training hours required by licensing regulations.</li> </ul> <p>OR</p> <p>Completes thirty (30) cumulative hours towards the Child Development Associate credential</p> <p>OR</p> <p>Completes six (6) cumulative credit hours toward an Early Childhood Technical Certificate awarded by an accredited academic institution.</p>	<ul style="list-style-type: none"> <li>❑ Primary caregivers and administrators, shall have a professional development plan and training hours that support the goals of the plan.</li> <li>❑ The primary caregiver shall have thirty (30) hours of family child care training or documented enrollment therein through TECTA, a Tennessee Technology Center, National Association for Family Child Care Foundation accreditation training, or other training as approved by the Department.</li> <li>❑ Each year after the foregoing thirty (30) hours of training are completed, the primary caregiver shall complete ten (10) hours of annual training above the training hours required by licensing regulations.</li> <li>❑ The primary caregiver shall maintain membership in a family care support group, local, state, or national association;</li> </ul> <p>OR</p> <p>Completes ninety (90) cumulative classroom hours toward the Child Development Associate credential.</p> <p>OR</p> <p>Completes twelve (12) cumulative credit hours toward an Early Childhood Technical Certificate awarded by an accredited academic institution.</p>	<ul style="list-style-type: none"> <li>❑ Primary caregivers and administrators, shall have a professional development plan and training hours that support the goals of the plan.</li> <li>❑ The primary caregiver shall complete twenty (20) hours of annual training above the training required by licensing regulations.</li> <li>❑ The primary caregiver maintains membership, and documented participation in, a family care support group, local, state, or national association.</li> <li>❑ The primary caregiver has a current Child Development Associate credential and/or an Early Childhood Technical Certificate with a minimum of eighteen (18) cumulative credit hours awarded by an accredited academic institution, or an Associate's Degree or higher and two (2) years of documented experience in early care and/or other education program.</li> </ul> <p>OR</p> <p>Completes all CDA course work and has applied for testing, or completed testing and is awaiting CDA results.</p> <p>OR</p> <p>Has completed all renewal requirements and has submitted renewal and is awaiting renewal from CDA Council.</p>

## FAMILY & GROUP HOMES

## PARENT / FAMILY INVOLVEMENT

Red Text = New Item

Blue Text = Reworded or Slightly Modified Item

Complies with Licensing Regulations	One Star Rating	Two Star Rating	Three Star Rating
<ul style="list-style-type: none"> <li>❑ Provides a signed copy of policy statement to parent.</li> <li>❑ Maintains written plan of how the primary caregiver intends to communicate daily with parents of every child below 31 months of age.</li> </ul>	<ul style="list-style-type: none"> <li>❑ Provide an orientation meeting for parents/family/children new to the agency.</li> <li>❑ Provide a quarterly written communication designed for parents.</li> <li>❑ Offer one documented individual parent conference per licensing period.</li> <li>❑ Effective January 1, 2010 - Provide a current quarterly bulletin board for communications and announcements to parents.</li> <li>❑ Effective January 1, 2010 - Plus 1 additional item from the 3 star category.</li> </ul>	<ul style="list-style-type: none"> <li>❑ Provide an orientation meeting for parents/family/children new to the agency.</li> <li>❑ Provide a written communication every two months designed for parents.</li> <li>❑ Offer one documented group parent meeting per licensing period to all parents of enrolled children.</li> <li>❑ Offer one documented individual parent/teacher conference per licensing year.</li> <li>❑ Provide parent education handouts to all parents on a variety of issues pertinent to the parent and child.</li> <li>❑ Effective January 1, 2010 - Provide a current quarterly bulletin board for communications and announcements to parents.</li> <li>❑ Effective January 1, 2010 - Plus 2 additional items from the 3 star category.</li> </ul>	<ul style="list-style-type: none"> <li>❑ Provide an orientation meeting for parents/family/children new to the agency.</li> <li>❑ Provide a monthly written communication designed for parents.</li> <li>❑ Offer one documented group parent meeting per licensing period to all parents of enrolled children.</li> <li>❑ Offer one documented individual parent/teacher conference per licensing year.</li> <li>❑ Provide parent education handouts to all parents on a variety of issues pertinent to the parent and child.</li> <li>❑ Complete one documented project or activity involving families in the child care.</li> <li>❑ Provide enrolling parents with a list of current community resources.</li> <li>❑ Offer parents an annual opportunity to evaluate the curriculum, structure, and parent involvement aspects of the program.</li> <li>❑ Effective January 1, 2010 - Provide a current quarterly bulletin board for communications and announcements to parents.</li> </ul>

Green Text = Item Moved From Business Management and Reworded

## FAMILY & GROUP HOMES

## DEVELOPMENTAL LEARNING

Red Text = New Item

Complies with Licensing Regulations	One Star Rating	Two Star Rating	Three Star Rating
<input type="checkbox"/> Agency is currently licensed.	<p><b>Programs Serving Children 0 to 60 Months</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Maintain copies of the TN-ELDS on site and available to staff.</li> <li><input type="checkbox"/> 50% of staff, including the primary caregiver, shall participate in <b>three (3) hours</b> of DHS approved training on the TN-ELDS.</li> <li><input type="checkbox"/> <b>Primary caregiver</b> shall observe and document use of TN-ELDS.</li> </ul> <p><b>Programs Serving Children Over 60 Months</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Maintain copies of the school-age developmental standards</li> <li><input type="checkbox"/> 50% of staff, including the primary caregiver, shall participate in <b>three (3) hours</b> of DHS approved training on school-age developmental learning standards</li> <li><input type="checkbox"/> <b>Primary caregiver</b> shall observe and document use of school-age developmental learning standards</li> </ul>	<p><b>Programs Serving Children 0 to 60 Months</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Maintain copies of the TN-ELDS on site and available to staff.</li> <li><input type="checkbox"/> 75% of staff, including the primary caregiver, shall participate in <b>three (3) hours</b> of DHS approved training on the TN-ELDS.</li> <li><input type="checkbox"/> <b>Primary caregiver</b> shall observe and document use of TN-ELDS.</li> </ul> <p><b>Programs Serving Children Over 60 Months</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Maintain copies of the school-age developmental standards</li> <li><input type="checkbox"/> 75% of staff, including the primary caregiver, shall participate in <b>three (3) hours</b> of DHS approved training on school-age developmental learning standards</li> <li><input type="checkbox"/> <b>Primary caregiver</b> shall observe and document use of school-age developmental learning standards</li> </ul>	<p><b>Programs Serving Children 0 to 60 Months</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Maintain copies of the TN-ELDS on site and available to staff.</li> <li><input type="checkbox"/> 100% of staff, including the primary caregiver, shall participate in <b>three (3) hours</b> of DHS approved training on the TN-ELDS.</li> <li><input type="checkbox"/> <b>Primary caregiver</b> shall observe and document use of TN-ELDS.</li> </ul> <p><b>Programs Serving Children Over 60 Months</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Maintain copies of the school-age developmental standards</li> <li><input type="checkbox"/> 100% of staff, including the primary caregiver, shall participate in <b>three (3) hours</b> of DHS approved training on school-age developmental learning standards</li> <li><input type="checkbox"/> <b>Primary caregiver</b> shall observe and document use of school-age developmental learning standards</li> </ul>